

**BRAMSHOTT & LIPHOOK PARISH PLAN**  
**MINUTES OF THE STEERING GROUP MEETING**

**Held in the Millennium Centre on 21<sup>st</sup> May 2013 at 1930 hours**

Present: Trevor Maroney (Secretary), John Tough (Treasurer), Antoinette Afrikan, Phil Jordan, Jeanette Kirby, Jackie Poole & Robin Young

Apologies: Simon Cooper, Sarah Frankland, Carole Holmes Lee Stewart & Tony Rudgard.

The Secretary began by chairing the meeting.

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| 1. | <p><u>Minutes of the Previous Meetings.</u> The minutes of the 9<sup>th</sup> April 2013 were approved and, subject to 2 insertions, signed. These were:</p> <p>a. PJ's name was added to those present at the meeting.</p> <p>b. Item 6t (2) – Job Centre Plus contact. The name Rupert <b>Town-Jones</b> was added.</p>  |     |
| 2. | <p><u>Matter's arising.</u></p> <p>a. Item 2a – Clubs &amp; Societies. JP would pass the list to the Secretary. <span style="float: right;">JP</span></p> <p>b. Item 2b – Publicity &amp; Website. To be covered in Secretary's report.</p> <p>c. Item 2c (1) – Existing Public Transport. The Treasurer felt that the public transport schedules should not be contained in a separate Annex. The Secretary disagreed.</p> <p>d. Item 2c (2) – List of Existing Businesses &amp; Employment Opportunities. In LS &amp; TG's absence it was agreed that this Item would be left until the next meeting. <span style="float: right;">LS &amp; TG</span></p> <p>e. Item 2c (3) – List of Empty Business Premises. Prior to PJ's arrival the Secretary confirmed that PJ had kindly agreed to conduct this survey. <span style="float: right;">PJ</span></p> <p>f. Item 6 (Last paragraph). – Retirement Accommodation. CH has yet to confirm the number of elderly residents prevented from occupying retirement accommodation due to restrictive covenants. TG was also going to confirm the number of such properties that were empty. RY confirmed that CH had now produced the list and agreed to send a copy to the Secretary. <span style="float: right;">RY</span></p> <p>g. Item 8c – Resignation. The Secretary confirmed that RY had withdrawn his resignation preferring instead to just step down from the chair. The Secretary welcomed his return.</p> |     |
| 3. | <p><u>Elect a Chairman.</u></p> <p>a. The Secretary proposed the election of a chairman. He added that provided someone else could take on his role as secretary he would step forward. However, it was the majority view that the Steering Group did not need a chairman and the Secretary was asked to continue chairing the meeting. He agreed.</p> <p><b>[After note: The bank mandate requires 2 from 3 elected officials to sign cheques. Therefore another officially nominated person is required to sign cheques in the absence of either the Secretary or Treasurer.]</b></p>  | All |

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| <p>4.</p> | <p><u>Secretary's Report.</u> At PJ's request the Secretary's report is reproduced below:</p> <p>a. Media. He regretted not having the time or inspiration to write a press article on our progress so far; he thought it more beneficial to restructure the reports on Hamlets, Elderly &amp; Traffic &amp; Transport.</p> <p>b. Website.</p> <p>(1) Updated. The News Page had been reduced to just one or two reports promoting the Plan with Reports Page having all sections laid out in sequence. The Secretary explained that he was now received 2 emails from visitors to the site. He read out the emails, both related to objections to the Bohunt Manor Frontage Scheme from:</p> <p>(a) Mrs Barbara Campbell, vice-chair the Federation of Liphook Infants and Liphook (CofE) Junior School, and</p> <p>(b) Mr Justin Lansley, 60 Longmoor Road.</p> <p>(2) Visitors. He circulated a graph showing that there had been 289 visits since 4 April with a 28% bounce rate (return visits). It would appear that Guildford residents top the poll with 51 visits and a 41% bounce rate then London, Woking and Farnborough. Sadly, only 18 residents from Liphook so far have shown any interest – primarily Steering Group members. Interestingly although there had been over 15 visits from someone living in Montpellier (Switzerland) and Narbonne (France) for 1 or 2 seconds, it would appear from the bounce rate there to be only one person in each location. He added that there was a correlation between a notice being published on Talkback about the Plan and the peaks on the graph.</p> <p>(3) Publicity. He explained that the Petersfield Post has already extracted information from the website and has used it to write an article on the Youth Survey findings. Although he had been approached by Gabrielle Pike, to write an article on the Plan for the Liphook Herald, he had redirected her to the website.</p> <p>(4) Advertising. With so much outside interest in the website, particularly from people living in Guildford, the Secretary felt we might be able to sell advertising space to perhaps estate agents. He sought permission to explore this avenue if approached. This was agreed.</p> <p>c. Sections of the Plan.</p> <p>(1) Completed Drafts. He explained that sections on Hamlets, Elderly and T&amp;T would be discussed under Item 6. He added that he was currently working on the Appendix to the Elderly.</p> <p>(2) Social &amp; Welfare. The Secretary explained that he had received statistics entitled Social Policy Issues in Liphook from CAB and was now asking them for suggested improvements which the Plan could introduce to improve the lives of the disadvantaged. These figures showed that CAB has been helping 223 clients during the past 12 months covering the age range 16 to 89. This probably means 175 families are affected which, with children, increases this number to nearer 550 to 600 or roughly 7% of the population. These will be families without jobs, cars and who have difficulty paying the rent. As such, they probably couldn't regularly afford public transport even</p> | <p>Secretary</p> <p>Secretary</p> |
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|    | <p>when it is available. In short they are wholly dependent upon what the village can offer for consumable goods, service and social support and activities. The Secretary felt that it might take some time for him to get his head round these issues.</p> <p>(3) Education &amp; Training. He confirmed that he had spoken to the Head &amp; his deputy of Bohunt School last Friday and they had agreed to send him a copy of the school's development plan</p> <p>(4) Business. He felt that the Business section badly needed updating with the list of businesses, employment opportunities and a list of vacant business premises.</p> <p>(5) Hamlets. He still hadn't received views from Lynn Aston and JT on the Bramshott Chase &amp; Griggs Green. Alternatively he proposed leaving these parts out of the Plan as it was taking too long to get them.</p> <p>(6) Church &amp; Faith. He hadn't received anything on Church and Faiths. In response to PJ's question of the need for this section to be in the Plan he would have expected them to be the main supporter of any proposed drop-in centre.</p> <p>(7) Sports &amp; Leisure. Although he had yet to read it he understood that the report on Sports &amp; Leisure had now been completed.</p> <p>d. Bohunt Manor Frontage Scheme. The Secretary said that he had been asked by Don Jerrard, Chair Planning Committee PC if the Steering Group could bring its presentation forward to counter the Scheme. Adding that he had refused on the grounds that:</p> <p>(1) We are not an action or protest group – we'd have to reflect both sides of the residents' views.</p> <p>(2) We are independent of the PC.</p> <p>(3) Work on the key sections such as the Elderly, Sports &amp; Leisure and Education still hadn't been completed.</p> <p>(4) He did not believe in rushing the Plan: he wanted to get it right and for the Plan to be adopted by EHDC.</p> <p>e. Likely Project Duration. In response to a question from JK the previous evening the Secretary tried to map out a time frame for completing the Plan. He felt that it would take another 2 months to complete all the sections. The recommendation could then be agreed in late July and August with the Plan being drawn up in September. This would enable the presentation to take place in the autumn. JP suggested that the presentation should be conducted in several locations such as schools, village halls, day centres. This was agreed.</p> <p>f. Lack of Comments. The Secretary expressed concern that he was still not receiving comments on the draft sections.</p> <p>g. Availability. He added that he had other pressing commitments during the next month but would keep the project moving as best he could.</p> | <p>Secretary</p> <p>LS &amp; TG</p> <p>JT</p> <p>All</p> <p>All</p> |
| 5. | <p><u>Treasurer's Report.</u> The Treasurer explained that he had received a cheque from the Preservation Society for £1518.44, the balance plus interest held by them on behalf of the Village Design Statement (VDS). Apart from that there had been no change to the accounts since the last financial report.</p>   |   |

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|    | <b>[After note: As far as the Secretary is aware acceptances of this sum in no way commits the Steering Group to completing the VDS.]</b>  | All   |
| 6. | <p><u>Progress Reports.</u></p> <p>a. Introduction &amp; History. Completed.</p> <p>b. Demographics plus Annex B. Completed</p> <p>c. Appendix to Annex C: Existing Infrastructure. Sports and Recreation Facilities completed. Infrastructure report and other Appendices to be completed.</p> <p>d. Business. In LS's absence this discussion was postponed until the next meeting.</p> <p>e. Church &amp; Faiths. JT agreed to chase this report up</p> <p>f. Communications. PJ left briefly to attend a Preservation Society meeting. In his absence the Secretary explained that his notes from a meeting with Julian Small of Small World IT had been passed to PJ who would, no doubt be updating his report on Communications shortly.</p> <p>g. Elderly, Disabled and Medical. The Secretary had circulated the latest draft of this section asking for comments. He added that 4 paragraphs had been added on Liphook Voluntary Care following receipt of a letter from David Lush, their treasurer. Following a discussion it was agreed that several minor changes and additions should be made to Paragraphs: 11.4, 11.9, grouping 11.15 and 11.16, 11.18.3, use of Call &amp; Go in 11.19, 11.26 number of patients registered with Liphook &amp; Liss, 11.28 ownership of Bohunt Manor and 11.30.5 to be reposition in 11.29. These were noted and the Secretary agreed to update this section and resubmit it at the next meeting. He added that he was currently working on the corresponding Appendix.</p> <p>h. Education. The Secretary referred to his report in Item 4c (3) above, adding that JK and he would be producing a joint report on Education and training, including the Under 5's.</p> <p>i. Emergency Services. Completed.</p> <p>j. Environment. Although completed PJ had been unable to provide any more suitable photographs. It was suggested that historical drawings such as lock or weirs might be suitable, which he felt might be available from the Preservation Society's archives.</p> <p>k. Hamlets &amp; Annex D History of Hamlets V1.4. Apart from a few minor alterations this Section and Annex D were unanimously approved. It was noted that more pictures needed to be added.</p> <p>l. Planning &amp; Development &amp; Annex E. Completed</p> <p>m. Sports &amp; Leisure. JK confirmed that a small working party, consisting of AA, JP and TR, had now finished the report on Sports and Leisure.</p> <p>n. Traffic &amp; Transport. This draft section had been circulated prior to the meeting. The Secretary explained that he had left the public transport schedules in the content as the report read well. However he would like to extract the schedules into a separate Annex so that it could be more easily cross-referenced by other sections namely the Elderly and the yet to be written Economy or Economic Factors. As it presently stood in the Elderly section he had had to cross-reference the whole of Traffic and</p> | <p>Secretary</p> <p>LS</p> <p>JT</p> <p>PJ</p> <p>Secretary</p> <p>JK &amp; Secretary</p> <p>PJ</p> <p>SF</p> <p>JK</p> |

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|    | <p>Transport and now needed to do similar referencing to particular sub-sections. He felt that this would cause confusion in the reader's mind. Although no decision was reached he felt that he would raise this issue again once he had updated the Elderly section and completed all the cross-referencing. Apart from this issue and the inclusion of an Aim and some minor amendments under Conclusions this section was unanimously approved.</p> <p>o. Youth Survey. Completed.</p> <p>p. Benefits of Town Status. JT asked for members' views on the financial benefits of seeking town status.</p> <p>q. Review Local Electoral System. In PJ's brief absence upstairs the Secretary explained that he had given PJ all his earlier notes on the current electoral system. He was now waiting for PJ's brief report and conclusions.</p> <p>r. Neighbourhood Plan. JK confirmed that she would write a brief report for inclusion in the Plan on the findings of her Working Party into the feasibility of having a Neighbourhood Plan.</p> <p>s. The Parish Plan Index. An updated Index would be added to the website.</p> <p>t. Social, Welfare &amp; Unemployment. The Secretary covered the latest information on this subject in his report at Item 4 above.</p> | <p>Secretary</p> <p>JT</p> <p>PJ</p> <p>JK<br/>Secretary</p> |
| 7. | <p><u>Work Schedule.</u> The Secretary would be redrafting the section on the Elderly, Disabled and Medical and then working on: Education &amp; Training, Property Market Survey; Infrastructure and then the Economy/Sustainability.</p>  | Secretary  |
| 8. | <p><u>Any Other Business.</u></p> <p>a. Social Function. It was agreed that the planned social function should be postponed, new date to be agreed.</p>   | All  |
| 9. | <p><u>Next Meeting.</u> Date of the next meeting is Tuesday 18<sup>th</sup> June 2013 at 7.30 pm in the Millennium Centre.</p> <p>There being no other business the meeting ended at 9.40 pm.</p>   |  |

Signed:

Secretary BLPP

Date:

Enclosures:

1. Agenda
2. Draft sections on the Hamlets Transport & the Elderly, Disabled & Medical.
3. Letter from David Lush, Liphook Voluntary Care.
4. Emails from Mrs Barbara Campbell (with attachments) and Mr Justin Lansley.
5. The Plan Index